

Rutherford County

*Rutherford County Office Building
289 N. Main Street
Rutherfordton, NC 28139*



Meeting Agenda

Tuesday, September 20, 2016

5:30 PM

Rutherford County Airport Authority

I. Call To Order**II. Pledge of Allegiance**

ID 16-1158 Agenda Approval

III. Public Comments

Comments should be limited to five(5) minutes. Written comments submitted prior to the Board meeting will be copied and distributed to the Airport Authority.

IV. Consent Agenda

ID 16-1157 Minutes of July 19, 2016

Attachments: 2016.07.19 minutes

V. Director's/Financial Report

ID 16-1162 July and August Financial Report

Attachments: 2016 July and August Financial Report

VI. Adjourn



Agenda Summary Sheet

Rutherford County Office
Building
289 N. Main Street
Rutherfordton, NC 28139

File #: ID 16-1158, **Version:** 1

Meeting Date: September 20, 2016

Agenda Approval

Summary:

Agenda is presented to the Board for consideration.

Budget:

n/a

Contact Information:

Brooke Watson
Secretary to the Airport Authority
828-287-6061
airport@rutherfordcountync.gov

Recommended Motion:

Approve Agenda.



Agenda Summary Sheet

Rutherford County Office
Building
289 N. Main Street
Rutherfordton, NC 28139

File #: ID 16-1157, **Version:** 1

Meeting Date: September 20, 2016

Minutes of July 19, 2016

Summary:

Minutes of July 19, 2016 are attached for the Board's consideration.

Budget:

n/a

Contact Information:

Brooke Watson
Secretary to the Airport Authority
828-287-6061
airport@rutherfordcountync.gov

Recommended Motion:

Approve July minutes.



Rutherford County

Rutherford County Office Building

289 N. Main Street

Rutherfordton, NC 28139

Meeting Minutes Rutherford County Airport Authority

Tuesday, July 19, 2016

5:30 PM

I. Call To Order

Michael Benfield called the July 19, 2016 meeting of the Rutherford County Airport Authority to order.

Present: Greg Lovelace, Eddie Holland, Alan Toney, Bryan King and Michael Benfield

Absent: None

II. Pledge of Allegiance

Chamber of Commerce Director Clark Poole led in the Pledge of Allegiance.

A. Agenda Approval

Member Greg Lovelace moved to approve the agenda and Member Alan Toney seconded.

Ayes: Chairman Benfield, Vice Chairman Holland, King, Toney and Lovelace

Noes: None

III. Public Comments

None.

IV. Consent Agenda

Member Greg Lovelace moved to approve the minutes from May 17, 2016 and the special meeting of July 5, 2016 and Member Bryan Lovelace seconded.

Ayes: Chairman Benfield, Vice Chairman Holland, King, Toney and Lovelace

Noes: None

V. Director's/Financial Report

Airport Director Randy Patterson reported on the revenues and expenditures through June 2016. Fuel sales are down from last year but shows normal compared to the area.

VI. New Business

A.Obstruction Clearing and Structure Removal

Jimmy Luther reported on the bid packet for the clearing and structure removal.

Member Bryan King made a motion that the Board accept the bid award recommendation with an intent to enter into a contract with the low bidder acknowledging that the project will not move forward until the NC Division of Aviation has issued the grant and a formal contract is completed to be executed with the ability to issue a Notice to Proceed to the contractor. In addition, the Board approves the form of the contract attached hereto and authorizes the Chairman to execute a final contract with the low bidder in substantially the same form with no material changes and Member Alan Toney seconded.

Ayes: Chairman Benfield, Vice Chairman Holland, King, Toney and Lovelace

Noes: None

B. Sign Unveiling

Tourism Development Authority Director Don Cason presented the new sign to the Board.

X. Adjourn

Member Bryan King moved to adjourn and Vice Chairman Eddie Holland seconded.

Ayes: Chairman Benfield, Vice Chairman Holland, King, Toney and Lovelace

Noes: None

Chairman, Airport Authority

Vice Chairman, Airport Authority

Attest:

Secretary to the Airport Authority



Agenda Summary Sheet

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File #: ID 16-1162, **Version:** 1

Meeting Date: September 20, 2016

July and August Financial Report

Summary:

The financial report is presented to the Board for review.

Budget:

n/a

Contact Information:

Randy Patterson
Airport Director
828-288-4017
randy.patterson@rutherfordcountync.gov

Recommended Motion:

Information only.

RUTHERFORD COUNTY
Airport - Revenue and Expense
Report dates 07/01/2016 - thru - 08/31/2016

Account Number	Account Description	Amended Budget	Period Activity 08/01/2016 to 08/31/2016	Fiscal Year to Date 07/01/2016 to 08/31/2016	Encumbrances	Available Budget	% Used	Prior Year to Date July 2015 to August 2016
13-3414-820-01-000	SALE OF COUNTY PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	2,803.69
	SALE CO PROPERTY/OTHER	0.00	0.00	0.00	0.00	0.00	0.00	2,803.69
13-3453-410-01-000	AIRPORT FUEL SALES	290,000.00	-20,395.51	-49,568.88	0.00	240,431.12	17.09	54,296.70
13-3453-800-00-000	AIRPORT MISCELLANEOUS REVENUES	0.00	-50.00	-424.08	0.00	-424.08	0.00	56.00
	AIRPORT	290,000.00	-20,445.51	-49,992.96	0.00	240,007.04	17.24	54,352.70
13-3834-800-00-000	RENTS-OTHER	0.00	0.00	-30.00	0.00	-30.00	0.00	0.00
13-3834-800-01-000	RENTS-AIRPORT	28,000.00	-1,623.23	-4,716.88	0.00	23,283.12	16.85	6,784.10
	MISCELLANEOUS REVENUE RENTS	28,000.00	-1,623.23	-4,746.88	0.00	23,253.12	16.95	6,784.10
13-3980-980-10-000	CONTRIBUTION FROM GENERAL FUND	147,305.00	0.00	0.00	0.00	147,305.00	0.00	0.00
	TRANSFERS FROM OTHER FUNDS	147,305.00	0.00	0.00	0.00	147,305.00	0.00	0.00
Total Revenue		465,305.00	-22,068.74	-54,739.84	0.00	410,565.16	11.76	63,940.49
13-4101-181-00-000	F I C A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-181-01-000	MEDICARE FICA 1.45%	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-182-00-000	RETIREMENT EMPLOYER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-182-01-000	401K EMPLOYER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-183-01-000	LIFE & DISABILITY INS EMPLOYER	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-4101-298-01-000	STATE SALES TAX	0.00	13.10	86.30	0.00	-86.30	0.00	119.92
13-4101-298-03-000	COUNTY SALES TAX	0.00	5.52	36.33	0.00	-36.33	0.00	50.48
	CLEARING ACCOUNTS	0.00	18.62	122.63	0.00	-122.63	0.00	170.40
13-4530-121-00-000	AIRPORT SALARIES REGULAR	67,940.00	5,222.23	10,444.45	0.00	57,495.55	15.37	9,924.57
13-4530-122-00-000	AIRPORT SALARIES OVERTIME	0.00	0.00	0.00	0.00	0.00	0.00	63.54
13-4530-126-00-000	SALARIES TEMPORARY PART-TIME	10,594.00	814.72	1,629.44	0.00	8,964.56	15.38	2,372.16
13-4530-181-00-000	F I C A	4,869.00	325.90	651.80	0.00	4,217.20	13.39	680.85
13-4530-181-01-000	MEDICARE FICA	1,139.00	76.22	152.44	0.00	986.56	13.38	159.23
13-4530-182-00-000	RETIREMENT	8,989.00	676.80	1,353.60	0.00	7,635.40	15.06	1,396.66
13-4530-182-01-000	NC RETIREMENT 401K	2,208.00	169.72	339.44	0.00	1,868.56	15.37	259.14
13-4530-183-00-000	HEALTH AND LIFE INSURANCE	11,792.00	991.04	1,982.08	0.00	9,809.92	16.81	959.92
13-4530-183-01-000	EMPLOYEE EVALUATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
13-4530-186-00-000	WORKMENS COMPENSATION	2,473.00	0.00	2,473.00	0.00	0.00	0.00	2,390.00
13-4530-192-00-000	PROFESSIONAL SERVICES LEGAL	20,000.00	600.00	900.00	0.00	19,100.00	4.50	1,290.00
13-4530-251-01-000	AV FUEL PURCHASES	245,000.00	0.00	39,213.06	0.00	205,786.94	16.01	74,479.01
13-4530-260-00-000	OFFICE SUPPLIES	1,500.00	231.20	231.20	0.00	1,268.80	15.41	179.07

RUTHERFORD COUNTY
Airport - Revenue and Expense
Report dates 07/01/2016 - thru - 08/31/2016

Account Number	Account Description	Amended Budget	Period Activity 08/01/2016 to 08/31/2016	Fiscal Year to Date 07/01/2016 to 08/31/2016	Encumbrances	Available Budget	% Used	Prior Year to Date July 2015 to August 2016
13-4530-260-02-000	SUPPLIES	2,000.00	0.00	-60.76	0.00	2,060.76	-3.04	147.29
13-4530-299-00-000	PUBLIC RELATIONS	500.00	0.00	0.00	0.00	500.00	0.00	138.15
13-4530-311-00-000	TRAVEL/EXPENSE REIMBURSEMENT	800.00	0.00	5.94	0.00	794.06	0.74	0.00
13-4530-321-00-000	TELEPHONE	2,300.00	231.19	406.50	0.00	1,893.50	17.67	329.64
13-4530-325-00-000	POSTAGE	75.00	6.45	6.45	0.00	68.55	8.60	0.00
13-4530-331-00-000	UTILITIES SEWER WATER ELECTRIC	8,000.00	605.30	1,178.09	0.00	6,821.91	14.73	1,200.59
13-4530-351-00-000	REPAIRS & MAINT AIRPORT	15,000.00	91.17	4.24	0.00	14,995.76	0.03	1,520.05
13-4530-352-00-000	MAINTENANCE TO EQUIPMENT	7,000.00	45.09	40.12	221.70	6,738.18	3.74	0.00
13-4530-353-00-000	MAINTENANCE TO VEHICLES	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00
13-4530-370-00-000	ADVERTISING	800.00	0.00	0.00	0.00	800.00	0.00	-13.50
13-4530-440-00-000	SERVICE & MAINTENANCE CONTRACTS	36,000.00	700.00	700.00	7,700.00	27,600.00	23.33	8,400.00
13-4530-451-00-000	PROPERTY/OPERATIONS INSURANCE	4,800.00	0.00	0.00	0.00	4,800.00	0.00	0.00
13-4530-491-00-000	DUES & SUBSCRIPTION	500.00	40.00	40.00	0.00	460.00	8.00	0.00
13-4530-980-00-000	GENERAL FUND INDIRECT COSTS	10,000.00	0.00	0.00	0.00	10,000.00	0.00	0.00
13-4530-980-16-000	SAN SERVER UPGRADE ALLOCATION	26.00	0.00	0.00	0.00	26.00	0.00	0.00
AIRPORT		465,305.00	10,827.03	61,691.09	7,921.70	395,692.21	14.96	105,876.37
Total Expense		465,305.00	10,845.65	61,813.72	7,921.70	395,569.58	14.99	106,046.77
Airport Fund		0.00	-11,223.09	7,073.88	7,921.70	14,995.58	13.38	169,987.26